

University of Lowell

Office of Public Relations

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U. LOWELL CONTINUING EDUCATION PLANS SPRING PROFESSIONAL DEVELOPMENT SEMINARS

LOWELL, MASS. - The University of Lowell division of Continuing Education has announced its spring schedule of Professional Development Seminars for 1979. Topics this year include Zoning and Subdivision Regulation, Interpersonal Relations on the Job, Business Planning for the Small and Medium Sized Company, and Effective Supervisory Development.

A seminar on "Everything You Always Wanted To Know About Zoning and Subdivision Regulations" begins March 14, and continues for eight successive Wednesday evenings, 6:30 - 9:30 PM. Among the topics are Cases and Laws on Early Zoning, and the Relationship of Planning and Zoning. This seminar is for all persons working with state and local land use regulation.

A program of two seminars on Interpersonal Relations on the Job is planned, with Seminar I held on March 20 and April 25, and Seminar II scheduled for April 11 and May 15. Both seminars are 8:30 AM - 4:30 PM sessions. The program will cover such areas as interpersonal conflicts, awareness of managerial abilities, and the application of Transactional Analysis on the job.

On April 4 and 11 a two day seminar on Business Planning for the Small and Medium Sized Company is planned in cooperation with the Small Business Administration. The seminars are from 9:00 AM-5:00 PM, and the program covers such topics as planning, marketing, sales, and production.

A one day workshop in Effective Supervisory Development for first and second Line Managers is scheduled May 15, 9:00 AM-4:30 PM. This concentrated management skills program is designed for individuals concerned with employee development methods.

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For more information on enrollment, fees or registration contact
Ms. Michelle Fournier, University of Lowell, Continuing Education,
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(617) 454-4664.

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